

25X1

25X1

25X1

*Since - pls
see comments.*

07 September 1988

*DDI
PE
AEO
Div/5th
D/L*

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 06 September 1988 (U)

1. Events of Major Interest That Have Occurred During the
Preceding Week:

25X1

b. OL reports that the removal and replacement of all
asbestos-containing ceiling tiles in Key Building has been completed. The
removal of four asbestos insulation elbows in the mechanical room is scheduled
for 8/September, thus completing the removal of all known asbestos in the
building. [REDACTED]

25X1

c. OL reports that the reroofing of the main and guest houses on the
Scattergood-Thorne Property is 50 percent complete and is scheduled to be
finished circa 15 September. [REDACTED]

25X1

d. A meeting was held on 6 September with representatives from OL and
the Office of East Asian Analysis (OEA) to discuss final plans for the OEA
move starting 9 September. This move to the 6th floor of the North Tower, New
Headquarters Building, involves approximately [REDACTED] individuals from OEA and
should be completed within 8 hours. [REDACTED]

25X1

25X1


25X1

S E C R E T

25X1 e. OL reports that on 1 September, the fence around the site of the jogging trail was completed. Funding has been received for construction of the jogging trail, and actions are being taken to obtain a construction contract. This project should be completed in the spring of 1989. [redacted]

25X1 f. On 3 September, representatives from OL assisted in the OIT Computer Center move from GE-40/GE-78 in the Original Headquarters Building to the 1st, 2nd, and 3rd floor computer centers of the New Headquarters Building. This move consisted of a total of 184 pieces of equipment, weighing approximately 35 tons, and was completed within 5 hours. [redacted]

25X1



SECRET
*This is the way it
was explained to P&PG.*

*I don't believe
it - compartmentation
dictates against
this!*

25X1

2. Significant Events Anticipated During the Coming Week:

OL reports that by 16 September, a folder entitled "CONFER" will be established in AIM which will be accessible to all Logistics personnel. This file will be utilized to disseminate general information concerning the Office of Logistics. A notice announcing this folder will be distributed next week.

25X1
25X1

John M. Ray

for this
OL News -
if so, it is
for customers!

yes, it has been changed
to allow access by
all Agency employees.

25X1